

**ORDINANCES OF THE CITY OF SEVERY, KANSAS**  
**ORDINANCE NO. 439**

**AN ORDINANCE ESTABLISHING AUTHORITY FOR NAMING STREETS AND ADDRESSES WITHIN THE CITY LIMITS OF SEVERY, KANSAS**

Be it ordained by the Governing Body of the City of Severy, Greenwood County, Kansas:

**Section One**  
**PURPOSE AND INTENT**

A. The purpose of this Ordinance is to provide for and enforce the uniform naming or numbering of streets and assignment of addresses within the City Limits of Severy, Kansas ("the City"), in order to preserve and promote public health, safety, and welfare. In addition to facilitating mail and package delivery service, a uniform location procedure is crucial to the placement of utilities at a given location, as well as to the use of 9-1-1 and other emergency dispatching of personnel when people are at personal risk.

B. It is not the intent to retroactively change existing names and numbers of streets and assigned addresses without good cause. All current addresses and street names or numbers are hereby adopted by reference, and shall continue to be so known, named, and designated unless altered hereafter in the sole discretion of the Governing Body.

**Section Two**  
**SEQUENTIAL SYSTEM OF STREETS AND ADDRESSES**

A. The system of assigning streets and addresses shall be sequential and directional in all cases. Deviations will not be permitted, and duplications or errors will be corrected upon notice to the property owner(s) of record as provided in this Ordinance.

B. Upon approving a new street, the Governing Body shall select the name or number and the appropriate directional designator.

C. Addresses shall be made up of the following components:

1. Address number
2. Directional designator (if any)
3. Street name or number and type (such as street, avenue, drive, lane)
4. Structural unit number (if any)

D. Parcels without habitable structures (residence, commercial or business building) or other substantial facilities are given temporary address numbers (such as 0000) for deed and taxing purposes. Vacant property is not usually assigned a permanent address.

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E. Unless a clear need is established for multiple addresses, only one address shall be assigned per parcel.

**Section Three  
PROCEDURES FOR NAMING OR NUMBERING STREETS  
AND ASSIGNING ADDRESSES**

A. A record owner who seeks to obtain a permanent address for a vacant parcel shall apply to the City for an address assignment, on a form provided for that purpose. The owner(s) must present a current deed of record and provide a good-faith description of the proposed use for the property. Such proposed use must be compliant with applicable federal and state laws and regulations, as well as be compliant with the City's ordinances.

B. For corner lots, the address will be assigned to the street where connection points to the City's water and wastewater lines are, or will be, located.

**Section Four  
PROCEDURES FOR REASSIGNMENT OF STREET NAMES OR NUMBERS AND ADDRESSES**

A. The City recognizes that changing an existing address can be inconvenient and expensive for owners and occupants. However, there are many reasons sufficient or necessary to make an address change. The existing address could be on the wrong side of the street or out of sequence, be a duplication, or have been misnumbered or otherwise be misleading.

B. A request for reassignment may be brought to the Governing Body by filing such a request with the City Clerk. Anyone may make such a request, or the Governing Body may act of its own accord after identifying a need for reassignment.

C. The City has the sole discretion to approve a change and determine the procedure for making such a change.

D. Prior to deciding whether to make a reassignment under this Section 4, the owner(s), occupant(s), USPS, utility providers, and any other known interested parties will be notified by certified mail, return receipt requested, and provided a time and place for a hearing before the Governing Body and opportunity for written comment from interested parties.

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Section Five

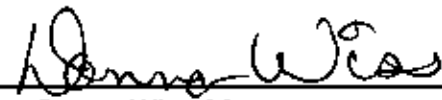
A. Assigning or reassigning a street name or number, or an address, will be by passage of a resolution that documents the assignment or reassignment.

B. Costs of compliance by owners and occupants with the provisions of this Ordinance will not be borne by the City.

C. If any section, sentence, subdivision, or clause of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

D. This Ordinance shall be in full force and effect from and after its adoption, summary publication in the official City newspaper and publication on the City's website. Any prior ordinance or parts of prior ordinances are repealed in whole or in part, to the extent they may conflict with this Ordinance.

Adopted by the City Council and approved by the Mayor on the 4<sup>th</sup> day of March 2024.

Approved:   
Donna Wiss, Mayor

Attest:   
Tessa C. Riggs, City Clerk